

United States Department of Agriculture



Natural Resources Conservation Service
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Transmitted via email

April 8, 2004

MINNESOTA BULLETIN NO. 330-4-2

SUBJECT: MGT – Employee Data on Farm Interest for County Compliance Review

Purpose. To distribute form CPA-1 NRCS Employee Data on Farm Interest for completion by effected employees.

Expiration Date. September 30, 2004

Action required by all Effected Employees by May 14, 2004

In compliance with the 2004 National Food Security Act Manual, employee owned and operated tracts are subject to a compliance review once every 3 years. To achieve this policy requirement, NRCS employees must disclose all interests that they and their immediate family have in the ownership and operation of farms. This disclosure is made through completion of form CPA-1.

Employees must complete this form if any of the following situations apply:

- Employee owns or operates farmland
- Employee's immediate family members own or operate farmland
- Employee has 20% or more interest in a family farm
- Employee owns or operates land enrolled in a USDA conservation program
- Employee's immediate family members own or operate land enrolled in a USDA conservation program.

The information being collected on this form is subject to the Privacy Act and will be kept in a secure location in the State Office. Employees should send completed forms CPA-1 directly to Paul Flynn, State Resource Conservationist. The state office will supplement individual county 2004 compliance review tract lists with those employee tracts selected for reviews.

Direct all questions on the information in this bulletin to Paul Flynn, State Resource Conservationist at 651-602-7870.

/s/

WILLIAM HUNT
State Conservationist

Attach.

DIST: AE